

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF COMMUNITY AFFAIRS**

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**NOTICE OF FUNDING AVAILABILITY****JOE SERNA, JR. FARMWORKER HOUSING GRANT PROGRAM****EMPLOYEE HOUSING / MANUFACTURED HOUSING COMPONENT****March 9, 2001**

The California Department of Housing and Community Development (HCD) is pleased to announce that it is accepting applications under the Joe Serna Jr. Farmworker Housing Grant Program (JSJFWHG) on a "first-come, first-serve" basis. This Notice is for \$3 million under the Employee Housing / Manufactured Housing component of the Program. The objective of this component is to support local, broad-based, cooperative efforts to provide affordable housing for agricultural employees.

Authority and Purpose of Program

The Program is subject to the requirements of Health and Safety Code Section 50517.5 et seq. ("Program Statutes"), Cal. Code Regs., title 25, section 7200 et seq. ("Program Regulations"), and subdivisions 2 and 5 of line 2240-104-0001 of the Budget Act of 2000 ("Budget Act"). Applicants are advised to fully familiarize themselves with the statute and regulations. Notwithstanding the foregoing, "affordable rent" shall be limited by the provisions of Health and Safety Code Section 50053 and Cal Code Regs., title 25, section 6918 and "affordable housing cost" shall be limited by Health and Safety Code Section 50052.5 and Cal Code Regs., title 25, section 6920.

The purpose of the Employee Housing / Manufactured Housing Component is to support local, broad-based, cooperative efforts to provide affordable housing to farmworkers as set forth in this NOFA.

Eligible Applicants

Only local public entities, non-profit housing corporations or cooperative housing corporations are eligible to receive grants.

Eligible Expenditures - Employee Housing / Manufactured Housing Component

Funds under this NOFA may be used to support local, broad-based, cooperative efforts to provide affordable housing to agricultural workers utilizing all of the following: (a) affordable, durable housing units that are factory constructed, incorporate design research and meet all state and federal housing standards; (b) the housing is located on a site donated or leased for a period of not less than 10 years by a grower or agricultural association and the site permits occupancy by 12 or fewer agricultural employees pursuant to Section 17021.6 of the Health and Safety Code; and (c) the housing is managed by a local housing authority or nonprofit corporation with demonstrated capacity to operate farmworker housing.

Unauthorized Costs

The grant may not be used for a grantee's administrative costs, except those directly related and necessary to a grantee's implementation of its responsibilities in connection with the grant, as determined by the Department. No part of the grant funds may be used for project organization or planning for the housing development.

NOFA Timeframes:

Applicants may call, write, or visit HCD's website for an application package at the telephone number or addresses listed below. Complete applications will be processed on a "first-come, first-serve" basis until the available funds are exhausted.

Special Conditions

Applicants must demonstrate, to the satisfaction of the Department that they can and will provide a "matching share" of funds in an amount at least equal to the requested grant. "Matching share" means the proceeds of loans, cash investments, or in-kind contributions that the grantee commits to the total development or rehabilitation cost of the housing development. The Department will determine the valuation and eligibility of a proposed matching share where necessary. The Budget Act requires the Department to maximize other local, federal, state, or private funds, and may waive the requirement that the sponsor make a contribution if the department determines the sponsor does not have the capability to make that contribution.

The housing may be for year-round occupancy by agricultural workers or for seasonal residency by farmworkers.

Security documents include a recorded Grant Agreement and Lien, and may include a Deed of Trust, or securing a transfer of a factory constructed unit by amending the permanent title record filed with HCD. All liens shall have a term of 10 years. Additionally, promissory notes may be required for grants. HCD will forgive and release its lien upon completion of the 10-year term. Conveyance of developed housing shall be consistent with Health and Safety Code section 50517.5 and Cal Code Regs., title 25, section 7228; however, Cal Code Regs., title 25, section 7228, subd. (a) (3) (C) 2. shall not be applicable.

Applicants proposing multifamily rental projects must provide the Program with a letter from their counsel or from the jurisdiction in which the project is to be located, indicating whether or not California Constitution Article XXXIV approval is needed and, if it is needed, what the status of that approval is.

Maximum and Minimum Amounts

The maximum application amount is one million dollars (\$1,000,000). There is no minimum application amount.

The cost limit per manufactured unit shall be fifty thousand dollars (\$50,000), F.O.B. at the factory. The Department reserves the right to revise these limits should it find that the limits interfere with the successful implementation of the Employee Housing / Manufactured Housing component of the Program

Waivers from Program Statute and Regulations

The Department may waive any requirement of Section 50517.5 of the Health and Safety Code and any regulations promulgated hereunder (i.e. Cal Code Regs., title 25, section 7200, et seq.) that are inconsistent with prompt and effective implementation of the JSJFWHG Program's Employee Housing / Manufactured Housing component.

To apply for other waivers, the applicant must, as a part of their application: (a) Identify each statutory or regulatory requirement for which a waiver is being sought, and (b) identify how the requirement for which a waiver is being sought is inconsistent with the prompt and effective implementation of the Employee Housing/Manufactured Housing Component of the Program.

Timeframes for Use of Program Funds

Successful applicants shall enter into a Standard Agreement with HCD. The term of the Standard Agreement shall be three (3) years from the date of contract execution. Part of the Standard Agreement will require a grantee to meet, or evidence progress in meeting, the pre-disbursement and special conditions during the first twelve (12) months of the contract. Failure to meet this requirement may result in disencumbrance of funds and cancellation of the contract.

Right to Modify or Suspend:

HCD reserves the right, at its sole discretion, to suspend, amend, or modify the provisions of this NOFA. If such an action occurs, HCD will notify all interested parties.

Review and Evaluation:

Applications that are complete, eligible and in compliance with the Program Statutes, Program Regulations, and the Budget Act will be reviewed and recommended on a “first-come, first-serve basis”. Applications having material internal inconsistencies or lacking essential information will be considered incomplete and will be held pending clarification or correction. The Program will provide technical assistance to applicants on an on-going basis. Applications will not be considered “received” if staff determines that they are incomplete. Incomplete applications will be considered “received” when they are made complete, eligible, and consistent with the Program Statutes, Program Regulations, and the Budget Act.

Application Process

Applications are to be submitted in duplicate and must be made on the forms provided by the Program. Application forms must not be modified.

In order to ensure prompt consideration and correct evaluation, Applicants are advised to pay special attention to Cal Code Regs., title 25, section 7218, “Contents of Grant Applications” and to read the Application Package carefully, being sure to provide all required information and accompanying documentation.

Please direct your requests for applications or more information about the announcement to:

Department of Housing and Community Development
Joe Serna, Jr. Farmworker Housing Grant Program
P.O. Box 952054, MS 390-8
Sacramento, California 94252-2054
(916) 324-0695
(916) 322-2904 (FAX)
or e-mail to: kwhitake@hcd.ca.gov
website: <http://www.hcd.ca.gov/ca/fwhg/>

Thank you for your interest in the Joe Serna, Jr. Farmworker Housing Grant Program.

Sincerely yours,

William J. Pavão
Acting Deputy Director
Division of Community Affairs